

Willow Lake School District 12-3

The mission of the Willow Lake School, a small school with an exceptionally rich history of strong community and alumni support, is to create lifelong learners and educators who can adapt to an ever-changing global society by engaging in a rigorous and innovative curriculum in a secure and positive environment.

**Board of Education Meeting
July 14, 2016
7:00 p.m. – Willow Lake High School English room**

AGENDA

CALL TO ORDER

Amendments to the Agenda

Open Forum

1 Consent Agenda

- 1.1 Approve the minutes of the regular meeting of June 13, 2016 and the special meeting of June 27, 2016. (See Enclosure)
- 1.2 Approve the financial reports as of June 30, 2016. (See Enclosure)
- 1.3 Approve the signed work agreements of Dawn Spieker, Jess Fryslie, Mark Prouty, Dale Fonken, Al Hamre, and Stan Zantow for the 2016-17 school year.
- 1.4 Approve the signed administrative contracts of Scott Klaudt, Hector Serna and Melissa Burke for the 2016-17 school year.

2 Acknowledgments.

3 Adjournment with 2015-2016 Board Members.

4 CALL TO ORDER by Superintendent Klaudt.

5 Organization of the School Board

- 5.1 Administer oath to Julayne Thoreson (3 yr. term) and Rory Burke (3 yr. term).
- 5.2 Open nominations for School Board President.
- 5.3 Election of School Board President.
- 5.4 Election of Vice President of School Board.
- 5.5 Appointment of board members to the following committees:

	2015-16
Facilities & Transportation	Schmidt & Bratland
Negotiations	Bratland & Thoreson
Title IX	Warkenthien & Thoreson
Special Ed. Coop Board and Alternate	Warkenthien with Schmidt as alternate
Curriculum/Technology	Schmidt & Thoreson
Athletic Coop Board	Wicks & Bratland
Budget Working Committee	Wicks & Bratland

6 Consent Agenda

- 6.1 Set date and time for regular school board meetings.
- 6.2 Designate the Clark County Courier as the official newspaper and Dacotah Bank of Clark, Willow Lake Branch as the official depository.
- 6.3 Designate Business Manager Burke and President of School Board to sign checks on accounts, to borrow money or obtain other credit and to release account information to Business Manager and President of School Board; to designate Business Manager Burke to have access to on-line banking services; and to send a letter of instruction to Dacotah Bank of Willow Lake that Business Manager Burke can only transfer funds from account to account and funds cannot be withdrawn. (See Enclosure)
- 6.4 Designate a board member, in the absence of the President of the School Board, to be able to sign checks on accounts.
- 6.5 Appoint a school attorney – Rodney Freeman.
- 6.6 Appoint Business Manager Burke, Administrative Assistant Spieker and Superintendent Klaudt to handle the finances for Food Service.
- 6.7 Appoint Business Manager Burke and Superintendent Klaudt to handle the finances for the Trust and Agency Accounts, Title I, REAP and federal funds for the 2016-17 school year.
- 6.8 Authorize Business Manager Burke to invest and reinvest funds in an institution, which serves greatest advantage to the school district.
- 6.9 Designate that interest accrued in fund stays with their respective fund.
- 6.10 Authorize Superintendent Klaudt to close school in emergency situations and in case of inclement weather and set chain of command in the event the Superintendent is absent (Chain of Command is included in the policy handbook).
- 6.11 Authorize the state rate for reimbursement of mileage (\$.42/mile). (See Enclosure)
- 6.12 Authorize the state rates for meal reimbursements (\$6 for breakfast, \$11 for lunch and \$15 for dinner, up to a max. of \$32/day) and student activity meal reimbursement to \$8.00/meal (currently it is \$7.00/meal). (See Enclosure)
- 6.13 Authorize board salary for regular and special meetings. (Currently \$50/ regular mtg.; no charge for special meetings). (See Enclosure)
- 6.14 Authorize administration to pay vouchers requiring immediate payment subject to a \$1000 limitation and to pay vouchers that have early payment discounts that the Board previously approved as a bid.
- 6.15 Set school lunch fees for 2016-17 school year. (See Enclosure)
- 6.16 Set sub pay for the 2016-17 school year. (See Enclosure)
- 6.17 Designate Marlene Schuelke and Margaret Grimm as surrogate parents for students on IEP's, when no parent can be identified, the whereabouts of parents cannot be discovered or the child is a ward of the state.
- 6.18 Designate Superintendent Klaudt as the truancy and HIPAA officer.
- 6.19 Designate the homeless liaison. (Currently T. Bruns)
- 6.20 Designate Superintendent Klaudt to retain asbestos management plans indefinitely and provide annual written notification to parents, teachers, and employees of the availability of the plan.
- 6.21 Designate Title IX Coordinator. (Currently D. Tonak)
- 6.22 Approve membership to ASBSD for 2016-17 school year.
- 6.23 Approve membership to South Dakota United Schools Association for 2016-17 school year.
- 6.24 Approve ag surplus list at no value. (See Enclosure)

6.25 Bills as of July 2016. (See Enclosure)

7 Policy and Procedures

- 7.1 Conflict of Interest and Procurement Policies.
- 7.2 Policy Handbook Review Update.

8 Business and Finance

- 8.1 Cash flow as of June 30, 2016. (See Enclosure)
- 8.2 FY 2016 audit is tentatively set for October 11-12, 2016.
- 8.3 Budget Hearing – 8:00 p.m. (Handed out on 7-4-16)

9 Facilities

- 9.1 Building Project Updates.
 - 9.1.1 Dividers.
 - 9.1.2 Lockers.
 - 9.1.3 Sound System.
 - 9.1.4 Score Table.

10 Reports

- 10.1 Superintendent's/Principal Report . (See Enclosure)
 - 10.1.1 2016-17 School Calendar. (Enclosed Separately)
 - 10.1.2 Willow Lake School Title I open house.
 - 10.1.3 Superintendent's Conference.
 - 10.1.4 Wild West Leadership Conference Updates.
 - 10.1.5 ASBSD Convention. (Enclosed Separately)
 - 10.1.6 2016-17 Board Training Opportunities.
 - 10.1.7 Approve counseling agreement for the 2016-17 school year.
 - 10.1.8 Fundraiser.
 - 10.1.9 Grading Scale – 2nd Reading.
 - 10.1.10 High School Credit Requirements – 2nd Reading.
- 10.2 Activity Director Report. (See Enclosure)
 - 10.2.1 Approve athletic ticket prices for the 2016-17 school year. (See Enclosure)
 - 10.2.2 Fall Athletic Meeting.
- 10.3 Board Report
 - 10.3.1 NESCLoop Updates – Caryl Schmidt.

11 Executive Session (SDCL 1-25-2)

- 11.1 Personnel. SDCL1-25-2(1)
- 11.2 Student. SDCL 1-25-2(2)

12 Approve Open Enrollment Application for students #1, #4 and #5 for the 2016-17 school year.

13 Athletic Director Position.

The next regular meeting of the Willow Lake School Board will be on August 8, 2016, 7:00 p.m., in the Willow Lake High School English room.

Adjournment

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